



**CITY OF HOUSTON**  
**FINANCE DEPARTMENT**  
Strategic Procurement Division

**Annise D. Parker**

Mayor

Lourdes Coss  
Chief Procurement Officer  
P.O. Box 1562  
Houston, Texas 77251-1562

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<https://purchasing.houstontx.gov>

July 29, 2014

**SUBJECT:** Letter of Clarification No. 4 Area Agencies on Aging Food Service Provider

**REFERENCE:** RFP Invitation No. S55-T25052

**TO:** All Prospective Respondents:

This Letter of Clarification is issued for the following reasons:

- **1. Page 1, Solicitation due time has been changed to read as follows:**

**Solicitation Due Date/Time: ~~July 31, 2014 at 10:30 A.M. CST~~ July 31, 2014 at 2:00 P.M. CST**

When issued, Letter(s) of Clarification shall automatically become a part of the proposal documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. All revisions, responses, and answers incorporated into the Letter(s) of Clarification are collaboratively from both the Strategic Purchasing Division and the applicable City Department(s). It is the responsibility of the proposers to ensure that it has obtained all such letter(s). By submitting a proposal on this project, proposers shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this proposal.

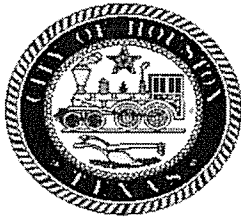
If you have any questions or if further clarification is needed regarding this Request for Proposal, please contact me.

Joseph Badell

Joseph Badell  
Senior Procurement Specialist  
Strategic Purchasing Division  
832-393-0209

Enc: 1

**END OF LETTER OF CLARIFICATION 4**



# CITY OF HOUSTON, TEXAS

NOTICE OF REQUEST FOR PROPOSAL (RFP)  
SOLICITATION NO.: S55-T25052

"PARTNERING TO BETTER  
SERVE HOUSTON"

NIGP CODE:

952-30

SOLICITATION DUE  
DATE/TIME:

~~July 31, 2014 at 10:30 A.M., CST,~~  
July 31, 2014 at 2:00 PM , CST

SUBMITTAL LOCATION:

City Secretary's Office  
City Hall Annex, Public Level  
900 Bagby Street  
Houston, Texas 77002

DESCRIPTION:

AREA AGENCIES ON AGING FOOD SERVICE PROVIDER  
PROPOSAL

PRE-PROPOSAL  
CONFERENCE:

*Date*

Wednesday,  
July 2, 2014

*Time*

TIME 1:00  
p.m. – 3 p.m.

*Location*

Houston-Galveston Area  
Council  
3555 Timmons Lane,  
Conference Room B  
Houston, Texas 77027

The pre-proposal conference is the only time during which questions may be asked concerning the RFP process, Provider requirements, and/or receive needed clarification(s).

In accordance with T.L.G.C. § Chapter 252, competitive sealed Proposals for the services specified will be received by the City Secretary's Office of the City of Houston at the above specified location, until the time and date cited. Offers must be in the actual possession of the City Secretary's Office on or prior to the time and date, and at the location indicated above. Late offers will not be considered.

Offers must be submitted in a sealed envelope or package with the Solicitation Number and the Proposer's name and address clearly indicated on the envelope or package. All offers must be completed in ink or typewritten. Additional instructions for preparing an offer are included in this Solicitation.

**PROPOSERS ARE STRONGLY ENCOURAGED TO CAREFULLY READ THE ENTIRE SOLICITATION**

Solicitation Contact Person:

Joseph Badell

Name

Joseph.Badell@houstontx.gov

E-Mail Address

City Purchasing Agent

June 6, 2014

Date

MODIFIED JULY 29, 2014